## Adding safe intranet sites for Business Plus:

\*\*Make sure you are using an Internet Explorer Browser.

1. For some of the BusinessPlus functionality, you will need to make the BusinessPlus site a Local Intranet site. Double click on the gear(options) icon on upper left of browser screen.





4. Click on Local Intranet icon, then Sites.

Internet Options ? >	<
General Security Privacy Content Connections Programs Advanced	1
Select a zone to view or change security settings.	
Internet <b>Local intranet</b> Trusted sites Restricted sites	
Local intranet Sites	
This zone is for all websites that are found on your intranet.	
Security level for this zone	
Custom settings. - To change the settings, dick Custom level, - To use the recommended settings, dick Default level.	
Enable Protected Mode (requires restarting Internet Explorer)	
Custom level Default level	
Reset all zones to default level	
OK Cancel Apply	

Internet Options			_		? ×
General Security	Privacy	Content	Connections	Programs	Advanced
Select a zone to	view or cha	inge securi	ty settings.		
	Ś	•	/ (	$\mathbf{S}$	
Internet	Local intrar	net Trust	ed sites Res	stricted sites	
Inter	net			Site	20
This zo except restrict	ne is for Int those listed ted zones.	ternet web d in trusted	sites, I and	Site	
Security level	for this zone	2			
Allowed leve	ls for this zo	one: Mediu	m to High		
Me	edium-higl · Appropriat · Prompts be content · Unsigned A	h e for most efore down ActiveX con	websites Iloading potent Itrols will not be	ially unsafe e downloade	d
🗹 Enable I	Protected M	ode (requi	res restarting I	nternet Exp	lorer)
		Cust	tom level	Default	level
			Reset all zone	s to default	level
		Ok	( Ca	ancel	Apply

## 5. Click on Advanced button



6. Click on Add so the site moves into bottom (https://flagstaff1-7i.apscc.org/ifas7)

Local intranet	×
You can add and remove websites from this zone. All websit this zone will use the zone's security settings.	tes in
Add this website to the zone:	
https://flagstaff1-7i.apscc.org	
Websites:	e
Require server verification (https:) for all sites in this zone	

Here is the site to facilitate Copy and Paste

https://flagstaff1-7i.apscc.org/ifas7

https://flagstaff-eo.apscc.org/BusinessPLUS/employeeonline/

https://webtools.apscc.org

Local intranet	×
You can add and remove websites from this zor this zone will use the zone's security settings.	ne. All websites in
Add this website to the zone:	
	Add
Websites:	
https://flagstaff1-7i.apscc.org	Remove
https://flagstaff-eo.apscc.org https://webtools.apscc.org	
Require server verification (https:) for all sites in this	zone

- 7. Click on Close button, and Press Ok.
- 8. Make sure the zone has Medium-Low or Low security. Select Custom Level, make sure "Medium-low (default)" is selected, then Press Ok.



Security Settings - Local Intranet Zone			
Settings			
NET Eramework			1
e Loose XAML		-	
O Disable			
Enable			
O Prompt			
XAML browser applications			
O Disable			
Enable			
O Prompt			
XPS documents			
O Disable			
Enable			
() Prompt			
NET Framework reliant componer	nts	//	
Permissions for components w	ith manifests	// ~	
<		>	
*Takes effect after you restart your co	mputer	/	1
Reset custom settings			
Reset to:			i
Medium-low (default)	<u> </u>	Reset	J
	OK	Cancel	

9. Press Ok to Close the dialog box and close and reopen your browser.

## You are finished!